

**CAMDEN COUNTY SOIL CONSERVATION DISTRICT**  
**MEETING MINUTES**

January 20, 2016  
423 Commerce Lane, Suite 1  
West Berlin, NJ 08091

Dennis Dougherty, Chairman, called the Board of Supervisors Meeting of the Camden County Soil Conservation District to order at 6:35

**ATTENDANCE:**

Supervisors

Dennis Dougherty  
Philip Kunkle  
Louis Parzanese  
Michael Rigolizzo

Staff

Craig McGee

NRCS District Conservationist  
NRCS Soil Conservationist

Nicole Ciccaglione  
Bianca Dias-Deliz

Notice of this meeting was provided to the Courier Post and Trenton Times newspapers, the County Clerk and posted in accordance with the Open Public Meetings Act.

**MINUTES:**

The Minutes of the November 16, 2015 Camden County Soil Conservation District Board Meeting were reviewed.

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Parzanese and passed to approve the November 16, 2015 minutes as presented.

**CERTIFICATIONS:**

Soil Erosion and Sediment Control Plan applications received by the District for the period ending December 18, 2015 and January 15, 2016 were reviewed and classified as follows:

**CERTIFIED:**

**December 2015**

<b>Code</b>	<b>Twp</b>	<b>Project Name</b>
6327	AU	PSEG Audubon Sediment Staging Area
6328	GT	Reserves at Independence Square
6329	WI	Taylor Woods = PH 7 & 9
6330	CH	DENAS, LLC
6331	CO	Major Subdivision
6332	WA	SJGAS Main Renewal MAX 2331979
6333	RU	Clements Bridge Road ReCon
6334	PE	PSE&G Camden Switching Station
6335	CA	Mastery-Cramer Hill Elem Renaissance School
6336	LI	Gas Main Renewal - W-2342228
6337	VO	Soruni Estates

6338	BE	Renewable Energy Facility
6339	CS	Gas Main Renewal - (2356875)
6340	GI	Gas Main Renewal -(W 2357068)
6341	CH	312 Hialeah Drive
6342	GC	Royal Farms Store #251

## **January 2016**

<b>Code</b>	<b>Twp</b>	<b>Project Name</b>
6343	CA	Commercial Parking Lot
6344	BB	Renzi Minor Subdivision
6345	HT	True North Church
6346	VO	SJ Gas Main - W2316038
6347	CH	Prop Commercial Development
6348	GT	Municipal Parking Improvements
6349	CH	Cherry Hill Water Main Replacements
6350	BA	Highland Ave SFH
6351	CA	Campbell Soup Family Relocation Prj
6353	WI	Winslow School #4 Addition

**Motion:** It was moved by Mr. Kunkle, seconded by Mr. Parzanese and passed unanimously to certify Soil Erosion and Sediment Control Plans as recorded.

### **PENDING:**

The list of Pending plans was reviewed

### **CORRESPONDENCE:**

The New Jersey Agricultural Convention and Trade Show and the 2016 Annual State Agricultural will be held February 9 -11 at the Harrah's Resort and Waterfront Conference Center. An agenda, reservation information and meeting information was sent to the District.

The State Soil Conservation Committee forwarded notice of all meeting dates: January 11, March 14, May 9, June 13, September 12, October 17, and December 12, 2016.

### **OLD BUSINESS:**

The Financial Reports and Lists of Disbursements for the periods ending November 30, 2015 and December 31, 2015 were reviewed by the Board.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Kunkle and passed unanimously to accept the financial report and to approve the payment of expenses for the period ending November 30, 2015.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Kunkle and passed unanimously to accept the financial report and to approve the payment of expenses for the period ending December 31, 2015.

Mr. McGee updated the Board on the status of the District's Watershed Projects. [See attached report]

The Report of Audit for the Fiscal Year Ended June 30, 2015 as prepared by Nightlinger, Colavita and Volpa was distributed to the Board.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Kunkle and passed unanimously to accept the

Report of Audit for the Fiscal Year Ended June 30, 2015.

Mr. McGee advised the board that the new server was installed over several days in December. An issue with the former primary server (and now backup server) continues to vex both staff and our IT consultant.

Mr. McGee advised the board that staff and our intern are working to enter H&H data into the database. Work will continue until the existing database is shut down as the State transitions to the new database sometime this winter.

### **NEW BUSINESS**

George J. Botcheos sent notice of his retainer for 2016. The retainer is the same as the past several years and is a budgeted expense.

**Motion:** It was moved by Mr. Kunkle seconded by Mr. Parzanese and passed unanimously to appointing George Botcheos as the district attorney.

Mr. McGee advised the board that the NJ Permit Extension Act has expired. District staff, following guidance from the SSCC and NJ Dept. of Agriculture, is notifying applicants of expiring projects. The work is slow as this is not an automated process within the Project Management Database.

Mr. McGee advised the board of the need to replace the District's 2001 Dodge Caravan. The budget includes \$17,000 toward this expense and savings realized by the reduced Pension Expense provides adequate funding to begin this process. The board discussed vehicle options and price ranges as well as State Contract procurement.

The Board discussed a budget modification, transferring the overage from the Pension Expense line item to the Capital Purchase line item.

**Motion:** It was moved by Mr. Parzanese, seconded by Mr. Kunkle and passed unanimously to transfer \$13,683 from the Pension Expense to Capital Purchase line items of the FY2016 Budget

### **NJACD REPORT:**

Mr. Dougherty advised the board that the January meeting of the NJACD had been cancelled. NJACD committees continue to prepare for the Northeast Regional Meeting scheduled for August 2016. The NJACD is looking for both financial and volunteer support.

### **STAFF REPORTS:** (see attached)

Mr. McGee provided an update of staff activities.

### **AGENCY REPORTS:**

#### **NJDA State Soil Conservation Committee [SSCC] Report:**

None

#### **NRCS Report:**

Ms. Ciccaglione introduced Bianca Diaz-Deliz, the new NRCS Soil Conservationist. Ms. Diaz-Deliz will be working with landowners in Camden County to develop plans and coordinate funding for conservation practices.

Ms. Ciccaglione advised the board that NRCS is still accepting new applications for the EQIP, EQIP CAPS and EQIP Initiatives. There are currently two applications for the AMA program.

Ms. Ciccaglione presented a Forestry CAP plan for applicant #3. The plan supports the development of a

Forestry Management Plan for the parcel. The board reviewed and discussed the plan.

**Motion:** It was moved by Mr. Rigolizzo, seconded by Mr. Parzanese and passed to approve the Forestry CAP plan as presented.

**OTHER BUSINESS:**

**ADJOURNMENT:**

It was moved by Mr. Rigolizzo, seconded by Mr. Parzanese and passed unanimously to adjourn the meeting. Mr. Dougherty, Chairman, adjourned the meeting at 7:25.

Respectfully submitted,

Craig McGee  
District Manager

**Camden County SCD  
Watershed and Stormwater Projects Monthly Report**

**January 2016**

**Active Projects:**

**DeCou Run Stream Restoration**

- Cherry Hill Township awarded a contract for this project and funds were transferred from CCSCD to the Township to cover construction costs
- Mobilization and clearing began the week of Dec. 21
- Construction inspections by Cherry Hill Township and AKRF. AKRF has been exceptionally helpful in advising contractor on unique construction practices.
- Contractor expects to complete boulder work this week and finish remaining grading, soil lifts and dormant planting before the end of the month.
- Final reports will be prepared over the winter with final reports issued by early April.

**Cooper River Implementation Projects**

- Work at the Black Horse Pike School District was completed for the fall in mid-December. Remaining tasks and planting will take place in spring
- A project status analysis will occur later this month with final tasks planned
- Reports, deliverables etc will be prepared over the winter and spring

## Staff Activities

### January 2106

#### CHAPTER 251 ACTIVITIES:

	Nov. 2015	Dec. 2015
SITE PLAN REVIEWS COMPLETED:	8	14
SITE INSPECTIONS PERFORMED:	32	50
REPORTS OF COMPLIANCE ISSUED:	28	31
PROJECTS COMPLETED:	7	11
PROJECTS WITHDRAWN BY APPLICANT:	0	0
PROJECTS DENIED:	0	0
PROJECTS EXPIRED:	0	0
PROJECTS RE-CERTIFIED:	0	0

#### STAFF ACTIVITIES:

Craig McGee:

- Presented to the Haddonfield Garden Club on the Use of Native Species

Karen Mullen:

- Preparing re-certification letters